



# City of Auburn, Maine

60 Court Street | Auburn, Maine 04210

[www.auburnmaine.gov](http://www.auburnmaine.gov) | 207.333.6601

February 2, 2026

Dear Bidder,

The City of Auburn, a municipal corporation (hereinafter "the City") is accepting written proposals for a **Type I Ambulance Remount**. The City reserves the right to accept or reject any or all Bids in whole or in part and to waive any informality the City may determine necessary. The City also reserves to itself the exclusive right to accept or reject any Bids when it is deemed by the City to be in its best interest. The City of Auburn is governed by Title 1 M.R.S.A. § 401-410, otherwise known as the Freedom of Information Act, which considers bid specifications as public documents. In awarding any Bid, the City may consider, but not be limited to, any of the following factors: Bidder qualifications, price, experience, financial standing with the City, warranties, references, bonding, delivery date, and service of Bidder. Successful Vendors/Contractors shall be current on all amounts due to the City of Auburn prior to the City entering into any contract agreement. All bids must include FOB to Auburn, Maine unless otherwise specified. The City may hold interviews prior to making a decision.

Bids will not receive consideration unless submitted in accordance with the following instructions. Please mark sealed envelopes plainly: **“2026-014 Type I Ambulance Remount”**

Questions regarding this Request for Bids should be directed to Stephen Almquist, Deputy Fire Chief via email [salmquist@auburnmaine.gov](mailto:salmquist@auburnmaine.gov) by **4:00 p.m. on Thursday, March 5, 2026**. All questions and answers will be posted to the City website in the form of an addendum by **4:00 p.m. on Tuesday, March 10, 2026**.

Please submit your proposal in a **sealed envelope** to the City of Auburn **by 2:00 p.m. on Thursday, March 19, 2026**. Proposals must be received by **Purchasing Analyst** at **60 Court Street, Auburn, Maine 04210** on or before the date and time appointed. Proposals will be opened at 2:00 PM at Auburn City Hall. The City will not accept late bids.

Sincerely,

Purchasing Analyst

## **CONDITIONS AND INSTRUCTIONS TO BIDDERS**

1. Bidders shall use the enclosed bid form for quotations. Whenever, in bid forms, an article is defined by using a trade name or catalog number, the term "or approved equal", if not inserted, shall be implied.
2. Submit a separate unit price for each item unless otherwise specified in the bid request. Award will be made on a basis of each item, or as a group, whichever is in the best interest of the City and the AWSD. Prices stated are to be "delivered to destination".
3. Bid proposals must be completed in full, in ink and must be signed by firm official. Bid proposal **must be notarized** prior to bid being sealed and will be disqualified if not notarized. Bids may be withdrawn prior to the time set for the official opening.
4. Bids will be opened publicly. Bidders or representatives may be present at bid opening.
5. Awards will be made to the lowest responsible bidder, considering the quality of the materials, date of delivery, cost which meets specification and is in the best interest to the City of Auburn and the AWSD.
6. All transportation charges, including expense for freight, transfer express, mail, etc. shall be prepaid and be at the expense of the vendor unless otherwise specified in the bid.
7. The terms and cash discounts shall be specified. Time, in connection with discount offered, will be computed from date of delivery at destination after final inspection and acceptance or from date of correct invoice, whichever is later.
8. The City and the AWSD are exempt from payment of Federal Excise Taxes on the articles not for resale, Federal Transportation Tax on all shipments and Maine Sales Tax and Use Taxes. Please quote less these taxes. Upon application, exemption certificate will be furnished with the Purchase Order when required.
9. Time of delivery shall be stated. If time is of the essence, the earliest date may be a factor in the bid award.
10. No contract may be assigned without the written consent of the Finance Director or his/her designee. The contract shall not be considered valid until a purchase order has been issued to the successful bidder.
11. Please state "**2026-014 Type I Ambulance Remount**" on submitted, sealed envelope.
12. The City of Auburn and the AWSD reserve the right to waive any formality and technicality in bids whichever is deemed best for the interest of the City of Auburn and the AWSD.

13. The City of Auburn and the AWSD may reduce the number of units purchased pursuant to overall prices.

14. Bidder will clearly outline all options that are included in the bid price.

## **GENERAL CONDITIONS**

### **1. Equal Employment Opportunity**

The City of Auburn is an Equal Opportunity Employer and shall not discriminate against an applicant for employment, and employee or a citizen because of race, color, sex, marital status, physical and/or mental handicap, religion, age, ancestry or natural origin, unless based upon a bona-fide occupation qualification. Vendors and contractor or their agents doing business with the City shall not violate the above clause or the Civil Rights Acts of 1964. Violations by vendors shall be reviewed on a case-by-case basis and may mean an automatic breach of contract or service to the City of Auburn.

### **2. Save Harmless**

The Bidder agrees to protect and save harmless the owner from all costs, expenses or damages that may arise out of alleged infringement of patents or materials used.

### **3. Subcontracting**

The Bidder shall not subcontract any part of the work or materials or assign any monies due to it without first obtaining the written consent of the municipality. Neither party shall assign or transfer its interest in the contract without the written consent of the other party.

### **4. Warranty**

The Bidder warrants that all work will be of good quality and free from faults and defects, and in conformance with the specifications. All work not so conforming to these standards may be considered defective. The Bidder agrees to be responsible for the acts and omissions of all its employees and all subcontractors, their agents and employees, and all other persons performing any of the work under a contract with the Bidder. Provide a Warranty Period of 5 (five) years.

### **5. Bonds, Retainage and Payments**

A bid bond shall be submitted with appropriate bid forms in the amount of 5% of the total contract value. Also, payment and performance bonds will be required from the contractor who is awarded this contract. Retainage in the amount of 10% will be held from each progress payment and shall be released at the discretion of the Project Manager. Payments shall be made by the City to the Contractor 30 days after receipt of the request for payment.

**PROPOSAL FORM:**

Due: Thursday, March 19, 2026

To: City of Auburn  
Purchasing Analyst  
60 Court Street  
Auburn, ME 04210

The undersigned individual/firm/business guarantees this price for thirty days (30) from the proposal due date. The undersigned submits this proposal without collusion with any other person, individual, or firm or agency. The undersigned ensures the authority to act on behalf of the corporation, partnership or individual they represent; and has read and agreed to all the terms, requests, or conditions written herein by the City of Auburn, Maine.

By signing this form, the firm listed below hereby affirms that its bid meets the minimum specifications and standards as listed above.

Signature \_\_\_\_\_ Company \_\_\_\_\_

Name (print) \_\_\_\_\_ Title \_\_\_\_\_

Phone Number \_\_\_\_\_

Address \_\_\_\_\_

Email Address \_\_\_\_\_

STATE OF MAINE

\_\_\_\_\_, SS. Date: \_\_\_\_\_

Personally, appeared \_\_\_\_\_ and acknowledged the foregoing instrument to be his/her free act and deed in his/her capacity and the free act and deed of said company.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Commission Expires \_\_\_\_\_

Addendum Acknowledged:

# \_\_\_\_\_ Date: \_\_\_\_\_ Initials: \_\_\_\_\_  
# \_\_\_\_\_ Date: \_\_\_\_\_ Initials: \_\_\_\_\_

## **SPECIFICATIONS**

Qualified manufacturers or remount facilities are invited to submit proposals for remounting the existing 2017 PL Custom Classic Type I ambulance body from its current 2017 RAM 5500 chassis (VIN 3C7WRLCL2HG753935) onto a new 4x4 chassis.

The successful bidder shall perform a complete remount of the City's existing 2017 PL Custom Classic Type I ambulance body. The work shall include removal of the existing body, inspection, refurbishment, and installation onto a new chassis. All components shall be inspected, repaired, or replaced as required to provide a remounted vehicle equal to or better than new condition. The new chassis shall be a current production, 4x4, Type I-rated chassis from a major OEM manufacturer (such as Ford, RAM, or Chevrolet) suitable for remounting a modular ambulance body, equipped with a gasoline V8 engine, and painted to match the current fleet. Chassis shall also include LiquidSpring, or equivalent, rear suspension system. Bidders are welcome to propose optional upgrades to improve performance, safety or durability.

Bidders are expected to contact the Stephen Almquist, Deputy Fire Chief, via email [salmquist@auburnmaine.gov](mailto:salmquist@auburnmaine.gov) to schedule an assessment of the ambulance box to be remounted prior to completing the proposal. The proposal shall include an itemized list of intended work to perform the remount and a list of refurbished or replaced items based on the assessment. At a minimum, the following items shall be replaced or refurbished:

- The exterior box shall be stripped, inspected, repaired as needed, and re-painted.
- All exterior door and compartment seals, latches, and gas struts.
- Rain gutters and hold-opens as needed.
- Replace work upholstery and flooring.
- Inspect/ test all oxygen, suction, and electrical systems.
- Install new under-hood wire harness.
- Replace rear A/C hoses, accumulator and expansion block.
- Replace all interior incandescent lighting with LED lighting.
- Apply new Chevron striping to match current fleet.

Proposals will be evaluated based on compliance with the above requests, cost, warranty, vendor experience, and delivery schedule.

**SPECIFICATIONS FOR: 2017 PL Custom Classic Type I ambulance body from its current 2017 RAM 5500 chassis onto a new 4x4 chassis.**

FAILURE TO ANSWER ALL QUESTIONS COULD LEAD TO REJECTION OF BID

**Vendor Information**

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Chassis Details**

Proposed Chassis Make/Model: \_\_\_\_\_

Year: \_\_\_\_\_ 4x4: Yes / No

Engine Type (Gasoline V8): \_\_\_\_\_

Includes LiquidSpring or Equivalent Suspension: Yes / No

**Itemized Work List**

Please provide details of intended work and refurbished/replaced items:

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**Optional Upgrades**

List any optional upgrades proposed to improve performance, safety, or durability:

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**Cost Breakdown**

Total Cost: \$\_\_\_\_\_

Provide itemized cost details:

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**Warranty Details**

Describe warranty coverage for remount and chassis:

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**Delivery Schedule**

Estimated Completion Date: \_\_\_\_\_

Provide timeline details:

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Authorized Signature: \_\_\_\_\_

Date: \_\_\_\_\_